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ADULT AND CHILD CENTER FOR OUTCOMES
RESEARCH AND DELIVERY SCIENCE

UNIVERSITY OF COLORADO
CHILDREN'S HOSPITAL COLORADO

**Global Collaborative Guidance Group
First Official Meeting
February 15, 2024
Agenda/Meeting Notes**

Participants:	<p>Country reps plus a couple of visitors!:</p> <p>Australia: Claire Clack, Micaela Williams, Roianne West Bulgaria: Maria Evgenieva BC: not present England: Lynne Reed Scotland: Carolyn Wilson NSO (US): Elly Yost Northern Ireland: Catherine, Emily Roberts Norway: Benedicte Petersen Nova Scotia: Flora Murphy Ontario: Lindsay Croswell PRC: David Olds, Anna Lindberg, Gail Radford-Trotter, Deirdre Webb</p>
Regrets/Not present:	British Columbia
Chair:	Deirdre Webb
Note taker:	Anna Lindberg/recorded meeting
1. Welcome	Welcome & Apologies/regrets
2. Chairs Opening Remarks	<p>Overview of Code of Behaviour</p> <p>British Columbia and Australia will not be participating in Annual Review process due to staffing changes → will join Peer Review process at a later date.</p> <ul style="list-style-type: none"> - Australia did their peer review on Tuesday - BC has theirs scheduled for mid-March <p>David working with Mike Knudtson and others on information & data project to make reporting docs more uniform → more information on that to come.</p> <p>Deirdre met with Susan Jack re: evaluation plans for the GCGG. Stay tuned for more updates</p> <p>We are working on a timetable for peer review annual reviews and feedback</p> <ul style="list-style-type: none"> - Anna can reach out to countries to find out when the dates for each peer review/other GCGG-relevant activities
3. Project plan & timetable	Rough idea of future meetings:



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	<p>May meeting: feedback from Norway and Ontario August: feedback from Scotland and England November: feedback Bulgaria reviews January: feedback from Northern Ireland reviews</p>
4. Papers to be approved (see attachments in email)	<p>Went over Annual Review and QIR Guidance documents—thank you for your feedback, everyone!</p> <p>Benedicte sent Deirdre & Anna Norway’s feedback today—we went through some of the main comments</p> <ul style="list-style-type: none"> - No notetaker or administrative support from Anna/NFP Intl team needed - Notetaking should be responsibility of peer reviewer? <p>Emily (NI), Claire (Australia), Lynne (England) indicated they had more feedback they will send along.</p> <ul style="list-style-type: none"> - England has feedback on guidance documents and TOR.
5. Group Discussion/Feedback	<p>We will continue amending these documents, receiving feedback over the next few weeks and send you the final versions soon!</p> <p>Australia shared their experiences with the annual review process this past week.</p> <p>Lindsay: Annual is a tight timeline to make any purposeful changes with a small operation like Ontario. Using and having data to reflect on for program improvement is valuable for their team... a “have to”! It’s so valuable—amazing requirement with such benefit. By the time sites submit data for calendar year and report is written, it can be challenging to meet timeline. Feels challenging to make large-scale changes. More of a “2-year” idea to make it work. 2-year cycles for some of the review may be more helpful in some cases. Data forms changes etc., take about a year to be put in place.</p> <ul style="list-style-type: none"> - This is the perfect venue to make suggestions like this! <p>Lynne’s comment: It would be good to have a session focused on system context and the role of licensed programmes going forward – growing movement towards integration and challenge around licensed programs → having conversations around this</p>
6. AOCB	
7. Next Meetings(s)	<p>May 2 1PM MT August 15 1PM MT November 21 1PM MT</p>
Action items	Deirdre & team will work on editing documents more after receiving feedback